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TO: Chief, [REDACTED] 3 December 1947
FROM: Assistant Chief, [REDACTED]
SUBJECT: Final Payment Clearance Sheet

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There is attached a draft of Final Payment Clearance Sheet, with instructions on the reverse, which has been devised to replace Form No. 36-20, Property Clearance Sheet. In accordance with your informal suggestion, the draft is submitted to you for approval, clearance with appropriate offices, and ultimate reproduction after approval of the Management Branch.

This form meets with the approval of this Branch and it is suggested that it be numbered in series [REDACTED] (Budget and Finance Branch) since the form actually controls final salary payment. Should you have any further questions concerning the form and instructions or desire assistance in obtaining necessary clearances, please contact the undersigned or Mr. [REDACTED] on Extension [REDACTED]

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/s/ [REDACTED]
Assistant Chief,
[REDACTED]

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Att.

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